



**CAUCUS/COMMISSION MEETING
NOVEMBER 17, 2025 – 6:00 PM
1843 BRISTOW DRIVE
UNION, KY 41091**

CALL TO ORDER

Mayor Solomon called the Caucus Meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE

Mayor Solomon led all attendees in the Pledge of Allegiance.

ROLL CALL

A quorum was present, and a roll call was taken. Mayor Larry Solomon, Commissioner John Mefford, Commissioner Doug Bine, Commissioner George Eldridge, and Commissioner Kim Tuyn.

MAYOR COMMENTS

Mayor Solomon mentioned that the city will be accepting donations to assist a family on Sycamore Drive who had a house fire over the weekend. Items can be dropped off at the city building 1843 Bristow Drive Union, KY 41091. There will be a list of items needed on the city website.

DISCUSSION

Union Town Square Update

Sean Mathews, Senior Architect with Summit Architects + Engineers, presented exterior material samples to the Commission for the new city building.

The Commission was asked to confirm color choices that were presented on slide picture renderings. The Commission agreed to all the material choices selected by Summit Architects + Engineers.

The Commission was asked to decide between two brick choices. Both brick choices were the same color. One brick has a smooth texture that would be an extra charge of approximately \$2,600. The second choice is a textured brick that is included in the base bid.

Mayor Solomon made a motion to approve the textured brick that is included in the base bid. Commissioner Mefford seconded the motion. **Motion approved 5-0**

Attached to the minutes is a list of all the material selections approved by the Union City Commission at the November 17, 2025, meeting.

City Administrator Amy Safran mentioned there are four different garden wall concepts provided by Summit Architect + Engineers for the interior of the city building. The Commission was asked to provide feedback on the concept choices. After discussion option B and D were the two favorite choices.

Senior Interior Designer, Winfrey Kirkpatrick, is going to blend option B and D and present a future meeting.

Public Works Director Paul Kremer discussed two change orders. The first change order cost is \$58,187.27 for work associated with the relocation of a transformer recommended by Duke Energy. The second change order cost is \$22,554.89 for work associated with extending conduit to the future building site. Summit Architects + Engineers approved both change orders.

Mayor Solomon asked for approval of both change orders. Commissioner Eldridge made a motion and Commissioner Tuyn seconded the motion. **Motion approved 5-0**

Executive Committee Update

Mayor Solomon mentioned there was meeting on November 12, 2025, between the residents on Whispering Trail and a developer who wants to build a storage unit at the corner of Whispering Trail and US Highway 42.

Commissioner Tuyn mentioned that twenty-eight residents attended the meeting on November 12, 2025. Residents had concerns about access to the proposed development, traffic, lighting issues, and property values. They were also concerned about having a storage unit on US Highway 42 as you enter the city.

Mayor Solomon mentioned that the Executive Committee recommended inviting the developer to the City of Union Regular Commission meeting on January 5, 2026, to present the project to the Commission. Residents would be able to voice their opinion on the project at this time.

Mayor Solomon discussed another proposed property that is in unincorporated Boone County. The proposed development would be along Frontage Road, from Torres Restaurant to Old Union Road. He explained that the developer has been working on this project with representatives from the City of Florence for the past couple of years. The developer plans to build 398 high density apartments on the property site.

Mayor Solomon mentioned there would be between 400 and 800 new cars that would have to use Bowman Avenue, a road not built to manage that amount of traffic. The developer and the City of Florence representatives would like to have access to Frontage Road so that people living in this new development can exit directly onto Old Union Road.

Mayor Solomon mentioned that during the last meeting with the developer and the City of Florence representatives the Union Executive Committee agreed to discuss the project with the Union Commission and communicate back to them through the City of Union's Attorney, Greg Voss.

Commissioner Bine mentioned that with all the proposed developments on US Highway 42 the traffic would be overwhelming.

Commissioner Mefford mentioned that the amount of extra traffic would be a significant inconvenience to the residents of Union, and therefore he opposes the project and the usage of Frontage Road.

There was no formal vote taken. The Commission did express their opinion that they oppose the project.

Administrative Update

CAO Safran mentioned that the auditors were in the office two days this past week working on the annual city audit. According to Treasurer Christy Everman the only finding was that the city needs to update their QuickBooks software.

CAO Safran mentioned there is a sign permit application for a directional canopy at the Chick-fil-A drive-through in Union Promenade. The permit application requires Mayor Solomon's signature before going to the Boone County Planning Commission (BCPC) for the formal review process.

Mayor Solomon asked for a motion to approve the sign permits prior to them going to BCPC for formal review. Commissioner Mefford made a motion and Commissioner Bine seconded the motion. **Motion approved 5-0**

Farmview Sidewalk Project

CAO Safran mentioned that in 2022, there was a joint agreement made between the City of Union, the City of Florence, and Boone County Fiscal Court to connect a portion of sidewalk along US Highway 42 and Farmview Drive. Much of the sidewalk is within the city limits of Union, and a portion is in the city limits of Florence. As part of the agreement, Florence agreed to pay 11.6% and Union 38.4%, Boone County Fiscal Court agreed to pay 50% of the total cost

of \$116,500.50. The project has been completed; the City of Union has received an invoice for \$44,736.19 for their portion.

City Social Media Policy

CAO Safran mentioned that she and Mayor Solomon met with Michael Simon from Kentucky League of Cities (KLC) to discuss a revised employee handbook for the City of Union. One of the items discussed during that meeting was a social media policy for elected officials. Mr. Simon recommended best practice to not regulate social media pages for elected and appointed officials. The current social media policy, regulating only city managed pages will be incorporated in the revised employee handbook.

CAO Safran mentioned that they also discussed updating the city's Ethics Ordinance. She explained that the City of Union is part of a multi-jurisdictional ethics board through the Northern Kentucky Area Development District (NKADD). The city cannot independently amend the Ethics Ordinance without the approval of the entire Ethics Board.

Commissioner Tuyn is going to review the current Ethics Policy and discuss it with the Commission at a future meeting to get their feedback to see if updating the policy is necessary.

Anti-Grooming Issue – Further Discussion

Mayor Solomon mentioned at the last meeting there was discussion about an anti-grooming bill that Kentucky State Representative Marianne Proctor is proposing. Since the meeting, each Commissioner has been provided with a copy of the drafted bill.

Commissioner Mefford mentioned that the intent was for the city to pass a resolution to show support to Representative Proctor for her efforts in proposing an anti-grooming bill.

Commissioner Tuyn mentioned that the bill is still in draft form, and even though the Union Commission has shown support in the effort to bring an anti-grooming bill forward they do not know what is going to be in the finished legislation. She also mentioned that the Union Commission is bipartisan and should do research before sponsoring legislation.

Commissioner Eldridge mentioned that there is a need for an anti-grooming bill. He does not think that the city must sponsor a particular piece of legislation but would like the city to have a general statement that they are in support of the effort of Representative Proctor.

Commissioner Bine mentioned that he clarified with Representative Proctor that the term anti-grooming would be added to KRS Chapter 510. He feels that the city should support legislators who are bringing forward a bill that will address grooming which is a large problem in our society.

Attorney Voss will prepare a resolution that shows the Union Commission is supportive of the efforts to bring forward an anti-grooming bill.

Certificate of Need Issue – Further Discussion

Mayor Solomon mentioned that Certificate of Need pertains directly to businesses in the City of Union because the city has all three entities, St. Elizabeth, Christ Hospital, and Cincinnati Children's. The City has always agreed to treat all three entities equally. He feels that eliminating Certificate of Need (C.O.N.) would allow for greater competition.

Attorney Voss will prepare legislation to bring back to a future meeting for Commission Discussion.

Clothing Allowance

Commissioner Eldridge discussed a proposed clothing allowance. He explained that the total budget would be approximately \$2,100 for a fiscal year to be spent on clothing for Commission and staff.

LEGISLATION/ATTORNEY'S REPORT

Ordinances

ORDINANCE NO. 2025-14 AN ORDINANCE ANNEXING CERTAIN UNINCORPORATED TERRITORY ADJACENT TO THE PRESENT BOUNDARIES OF THE CITY OF UNION, KENTUCKY (FIRST READING)

ORDINANCE NO. 2025-16 AN ORDINANCE ANNEXING CERTAIN UNINCORPORATED TERRITORY ADJACENT TO THE PRESENT BOUNDARIES OF THE CITY OF UNION, KENTUCKY (FIRST READING)

ORDINANCE NO. 2025-15 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY AMENDING ORDINANCE NO. 2014-20 §40.20 (B) (SECOND READING)

Mayor Solomon asked for a motion to approve Ordinance 2025-15. Commissioner Eldridge made a motion and commissioner Mefford seconded the motion. **Motion approved 5-0**

ANNOUNCEMENTS

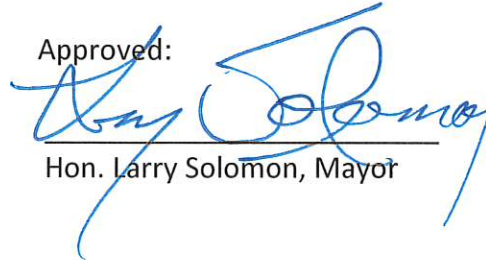
Mayor Solomon announced there will be a Special Meeting on Tuesday November 18, 2025, at 12:30 PM. There will be a Public Hearing on Monday November 24, 2025, at 6:00 PM. The Regular Commission meeting will be on Monday December 1, 2025, at 6:00 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Monday December 15, 2025, at 6:00 PM; all the meetings will be held at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURN

Mayor Solomon asked for a motion to adjourn. Commissioner Tuyn made a motion, and Commissioner Eldridge seconded the motion. The meeting adjourned at 7:55 PM.

Motion approved 5-0

Approved:

A handwritten signature in blue ink, appearing to read "Larry Solomon", written over a horizontal line.

Hon. Larry Solomon, Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Tammy Wilhoite", written over a horizontal line.

Tammy Wilhoite, City Clerk